



DWD Issuance 28-2008

Effective: June 25, 2009

Issued: June 25, 2009

Subject: **Program Year 2009 (PY09)/Fiscal Year 2010 (FY10) Career Assistance Program (CAP) Allocations to Local Workforce Investment Boards (LWIB).**

1. Purpose: To provide funding information for completion of the Planning Budget Summaries (PBS) for the Local Workforce Investment Area for PY09/FY10 CAP funding.

2. Background: Pursuant to Executive Order 03-04, issued February 5, 2003, Missouri Division of Workforce Development (DWD) assumed the assessment, employment, training and placement functions of the Temporary Assistance for Needy Families (TANF) program from the Family Support Division (FSD). Funds received by DWD from FSD, under this executive order, are made available to the Local Workforce Investment Areas to operate the Career Assistance Program (CAP).

3. Substance: **Attachment 1** provides the PY09/FY10 CAP and state of Missouri General Revenue (GR) fund allocations.

Attachments 2 and 3 are the PBS for CAP and GR funds, to be completed for budget funds included in this Issuance. **One region will need to prepare the GR PBS and the CAP PBS.** The remainder will only use the CAP PBS.

4. Action: This information must be used to develop the PBS for funds as identified and included in **Attachment 1. The LWIB must prepare and submit their PBS within two weeks of the effective date of this issuance (June 25, 2009). A fully signed contract agreement or contract revision must be on file with the Division of Workforce Development (DWD) before the release of requested funds by DWD.**

Funds were allocated based on the original PY08/FY09 allocation amounts. DWD will strictly adhere to the Redistribution Policy included in the CAP contract. Voluntary return of funds will be accepted by DWD and reallocated based on need. Provisions for addressing performance measures will also be addressed in the CAP contract.

5. Contact: Direct questions or comments regarding this issuance to Tracey Brown, Manager, Financial Management, at 573.526.8222 or tracey.brown@ded.mo.gov.
6. Reference: Missouri Executive Order 03-04, issued February 5, 2003.
7. Rescissions: None.
8. Attachments: **Attachment 1** provides the PY09-FY10 CAP allocation.
https://worksmart.ded.mo.gov/documents/view_one.cfm?ID=1768&menuID=6
- Attachment 2** is a Planning Budget Summary (PBS) for CAP funds to be used to budget Federal CAP funds covered in this issuance (to be used by all regions).
https://worksmart.ded.mo.gov/documents/view_one.cfm?ID=1769&menuID=6
- Attachment 3** is a Planning Budget Summary (PBS) for CAP funds to be used to budget General Revenue (GR) CAP funds covered in this issuance (will only be used by one region).
https://worksmart.ded.mo.gov/documents/view_one.cfm?ID=1769&menuID=6



Julie Gibson, Director